

**CITY OF BAYFIELD HARBOR COMMISSION MEETING**  
**Monday, August 6, 2018 - 4:00 p.m. at the Bayfield City Hall**

**Call Regular Meeting to Order - Roll Call:**

Chairman Bryan called the meeting to order at 4:00 p.m. at the Bayfield City Hall followed by roll call.

**Present:** Fredenberg, Shrider, Bauer, Edwards, Dahl and Chairman Bryan

**Others:** Mayor Ringberg, PWD Kovachevich, Clerk Hoopman, Bryce Albrecht, Ted Dougherty, Peter Skoro, Doreen Johnson and Bill Peterson

**Approve Agenda:** Fredenberg/Bauer moved to approve the agenda as presented. Carried.

**Review/Approve Minutes from July 16, 2018:** Fredenberg/Bauer made a motion to approve the minutes from July 16, 2018 as presented. Carried. Since Shrider was not present at the last meeting she abstained from the vote.

**Public Input on Agenda Items:**

Peter Skoro, 420 Manypenny Avenue was present to discuss some thoughts and concerns he has regarding the next marina lease. He summarized his points and further provided the Commission with a written letter dated July 13, 2018. He mentioned:

- The current lease does not provide a significant cash source for the City or tax payers.
- We should be seeking a higher rent payment going forward.
- City should have a good understanding of the revenues and expense of the lessee's Marina Store and Repair shop. Do we have a clear understanding of the Revenues and Expenses from each?
- Not sure the Harbor Commission has reviewed the language of the lease with the taxpayer's best interest in mind.
- He suggested the Commission look at other marina run models.
- Asked for the lease that will be proposed to be made public to have time to review and comment.  
Suggested a lease extension with current lessee to give the City/Commission more time to look into other options.
- Commented that a Reserve Fund should be created for the Harbor/Marina.
- Noted that the City's involvement in Section 16, transfer of the lease is vague.

Ted Dougherty, 901 Rittenhouse Avenue, also had some thoughts and suggestions regarding the next marina lease but first thanked the Commissioner's for their service. He too voiced his concerns and then provided a copy of a written letter dated August 6, 2018.

- If we pay for maintenance, we should get profits.
- He inquired about RV Rentals and payment for them.
- He'd support a 10-year lease if done right.
- The current rent/payment system in place now is inequitable and maybe based on decades old economics.
- Encouraged the Harbor Commission to consider exploring the idea of soliciting RFPs for services in order to get a better understanding of the market.

- The current lease does not require a business continuation plan.
- He suggested the Commission not approve a lease that is transferrable.
- Agrees the Commission should consider a one-year extension to give time to look into a more favorable revenue share.

## **AGENDA:**

### **City Dock**

#### **1. Apostle Islands Cruise Service**

##### **a. Finger Pier Bollard Modification Request:**

Fredenberg/Edwards moved to grant permission to the AICS to modify the bollard on the SE corner of the Ell as requested at their expense. Bryce Albrecht noted they plan to create a sleeve that would have an arm so they would be able to throw a line on it. Carried.

##### **b. Temporary Transient Docking for Archipelago:**

Albrecht was present seeking permission to allow the Archipelago to moor on the North side of the City Dock in Transient Section when it arrives. A Coast Guard inspection is planned for Friday, August 9, 2018. They do have yellow boxes to use to reserve the spaces farthest to the east. Fredenberg/Shrider motioned to approve the transient parking as requested for the Archipelago and when the AICS uses the transient spaces for either boats they pay the nightly transient rate. Carried.

##### **c. Transient Docking Issues:**

Albrecht informed the Commission they dealt with 95 boats so far this season that have parked in their spaces. He brought forward a plan for better signage to inform boaters about transient docking. Dahl/Bauer made a motion to allow the AICS to install a 40"x40" temporary sign that reads "NO DOCKING – all slips in this area are leased" that will be placed on the south end of the Ell to see how it works and they agreed to continue looking at better signage on the Northside (transient). The older blue sign will be removed by the City. Carried.

##### **d. Other:**

Albrecht informed the Commission that he's seeing more and more kids jumping off the cells right when the boats are coming in. It's very scary for the boat captains. City will check to make sure there are signs and rules in place. PWD Kovachevich noted it's not just kids.

#### **2. Public Works Director Report: Issues/Concerns/Updates:**

Nothing new to report at this time. He said they will continue working on the boxes on the dock. Additionally, when asked, he confirmed they were able to secure the bumper board on the end.

### **L.E. Building-Slip/Fishing Pier/Boat Ramp**

#### **1. Waterfront Turning Point Project – Updates:**

The apron and sidewalk were poured in front of the restrooms and along the shore (marina walkway). The plumbing is mostly complete. Electrician is done in the restroom. Xcel energy will be here tomorrow. By Thursday, the restroom should be cleaned, stocked and open. The Fountain base is expected to be poured this week.

## **2. Public Works Director Report: Issues/Concerns/Updates**

- LE Building still needs to be painted.
- Geese are back.
- A van has been parked there all summer; believed to be an employee of the Thiel's. It was noted, that when discussing the rates/leases might be able to add language about parking.

## **Marina**

### **1. Marina Lessee: June Fees Reports:**

The Commission received a copy of the June Fees Report. Informational; no action required. Lessee noted revenues are on track.

### **2. Marina Lessee: Issues/Concerns – None.**

### **3. Marina Breakwall: Review RFPs For Services:**

The Commission received copies of the five RFP's received for the evaluation of the Marina along with a summary of their proposed rates which ranged from \$16,800 to \$65,720. The Commission expressed they needed more time to review them in order to get a better understanding the deliverables offered by each. A special meeting was scheduled for Wednesday, August 15, 2018 at 8:30 a.m. The Mayor offered to review each and provide a summary.

### **4. Public Works Director Report: Issues/concerns/updates – None.**

## **Other Business/Concerns**

### **1. 2019 Budget/CIPs/Rates:**

The Commission agreed to review the Budgets/CIPS and Rates at the Special Meeting on August 15, 2018. Hoopman asked them to be prepared to discuss the LE Dock; seasonal vs. transient rentals and rates for seasonal mooring. Shrider asked for a copy of the 5-year CIPS from 2018.

### **2. WI Commercial Ports Associations – Annual Mtg. and Conference:**

Informational, no action required.

### **3. Schedule Next Meeting(s):**

- Wednesday, August 15, 2018, 8:30 a.m.
- Tuesday, September 4, 2018, 4 p.m. (Chairman Bryan will be gone).
- Monday, October 1, 2018 4 p.m.

## **Future Marina Lease Discussion** (Current Lease Exp. 12/31/18)

Fredenberg/Dahl motioned to convene into closed session pursuant to Section 19.85(1)(e). The lease between the City of Bayfield and the Apostle Islands Marina is due to expire on December 31, 2018 and the Harbor Commission would like to continue discussing future lease options, opportunities and negotiation strategies and will be reviewing previous meeting closed session minutes. They reserve the right to reconvene into open session to make any decisions on the discussion, to continue with any remaining agenda items or for adjournment purposes. (5:04 p.m.)

Bauer/Dahl made a motion to reconvene into open session for purposes of adjournment. Carried. (6:20 p.m.)

**Adjourn:** Dahl/Bauer moved to adjourn. Carried. (6:20 p.m.)